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TO: Agency Heads
            Staff Office Directors
            Agency Chief Information Officers
            Agency Chief Financial Officers

FROM: Charles R. Christopherson, Jr.
            Chief Financial Officer
            Chief Information Officer

SUBJECT: Protecting PII: Update on Whole Disk Encryption

As a part of the Department's comprehensive plan to protect data, the Department recently procured 180,000 licenses of SafeBoot, a whole disk encryption product for use throughout USDA. In addition to the licenses, support services for implementation, and the hardware needed for the production and backup servers were purchased.

Per previous memorandums, agencies are now to begin their approved plan to implement whole disk encryption for their inventory of laptop and desktop computers.

In order to reduce the cost and burden to the Agencies, SafeBoot will be hosted and managed centrally at the National Information Technology Center (NITC). To ensure a smooth implementation, I am requesting that each agency and staff office provide an agency/staff office point of contact (POC) who administers the Active Directory for desktops, laptops, and any Windows-based wireless devices. During the deployment of whole disk encryption, these individuals will team with the OCIO Cyber Security and NITC to ensure a smooth roll-out of whole disk encryption to your agency. POC information should be e-mailed to the Project Manager, Sherry Rodgers, at sherry.rodgers@usda.gov.

It is anticipated that there will be a slight increase in the number of help desk calls during initial deployment. Agencies or their contracted service provider will continue to have responsibility for Tier 1 level help desk calls and should plan accordingly. The call volume should return to normal as employees become familiar with the product.

The following are planned key dates provided to the agencies for the deployment of SafeBoot across the entire Department.

Task	Responsible Organization	Projected Start Date	Projected Completion Date
Deliver hardware	Vendor	9/17/07	9/21/07
Install production server	NITC	9/17/07	9/21/07
Install production software	NITC	9/22/07	9/26/07
Lab test small sample	NITC	9/27/07	10/5/07
Develop standard encryption base-line	OCIO Cyber Security, NITC, ITS, FS, FAS and AMS	10/8/07	12/31/07
500 device pilot	NITC, ITS, FS, FAS and AMS	10/8/07	12/31/07
Install backup server	NITC	1/14/08	1/17/08
Install backup software	NITC	1/18/08	1/22/08
Implement whole disk encryption across USDA	OCIO Cyber Security, NITC, all other agencies and staff offices	1/14/08	3/31/08

If you have any questions, please contact Bryce Eckland steven.eckland@usda.gov at (816) 926-7330 for policy issues or Ed Reyelts edward.reyelts@usda.gov at (816) 926-6503 for hosting issues.